

Technology Plan Planning Worksheet

Identifying Priority Areas

Based on the Building Information Age Community Assessment completed by the technology committee, list 3-5 priority areas for your community.

1.

2.

3.

4.

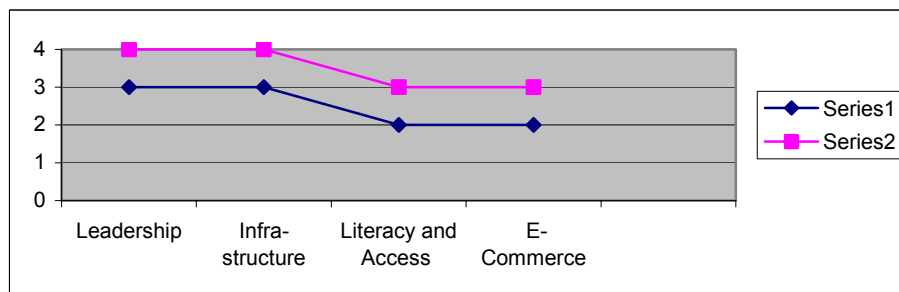
5.

A graph showing current and target levels of each priority can be useful. To make a graph set up an Excel spreadsheet like the one below.

	Priority 1	Priority 2	Priority 3	Priority 4	Priority 5
Current Evaluation	3	2	3	1	3
Target Evaluation	4	3	4	2	4

You can use the graphing function to create a graph like this:

Current and Target Levels of E-readiness



Developing a Vision Statement

Describe a clear vision of what you would like your community to become in three to five years as a result of this technology plan. Include references to your community's priority areas. You may want to use the descriptions of your target e-readiness level for each priority area as a starting point for the vision statement.

Tip: Writing in groups is often difficult and cumbersome. Once you have identified key points that should be included in the vision statement, it may be best to identify a volunteer or a small group of volunteers to draft a vision statement and present it to the group.

Key points

General:

Priority 1:

Priority 2:

Priority 3:

Priority 4:

Priority 5:

Vision Statement

Priority Area and Action Plan Development

Priority Area 1:

Current E-Readiness Level:

Target E-Readiness Level:

Strengths:

Resources and Assets:

Action Plan (List 1-5 activities to address this priority area.)

1.

2.

3.

4.

5.

Priority Area and Action Plan Development

Priority Area 2:

Current E-Readiness Level:

Strengths:

Resources and Assets:

Target E-Readiness Level:

Action Plan (List 1-5 activities to address this priority area.)

1.

2.

3.

4.

5.

Priority Area and Action Plan Development

Priority Area 3:

Current E-Readiness Level:

Strengths:

Resources and Assets:

Target E-Readiness Level:

Action Plan (List 1-5 activities to address this priority area.)

1.

2.

3.

4.

5.

Priority Area and Action Plan Development

Priority Area 4:

Current E-Readiness Level:

Strengths:

Resources and Assets:

Target E-Readiness Level:

Action Plan (List 1-5 activities to address this priority area.)

1.

2.

3.

4.

5.

Priority Area and Action Plan Development

Priority Area 5:

Current E-Readiness Level:

Strengths:

Resources and Assets:

Target E-Readiness Level:

Action Plan (List 1-5 activities to address this priority area.)

1.

2.

3.

4.

5.

